

ARIZONA DEPARTMENT OF REVENUE

CREDIT ADDENDA FORMAT

(CCD + Format)

The addenda record to be created for Electronic Funds Transfer will follow the TXP Addendum Convention suggested by the Federation of Tax Administrators . An Authorization Agreement is required prior to initiating this payment format.

<u>Field #</u>	<u>Field Name (Data Elements & Separators)</u>	<u>Data Element Type</u>	<u>Max Length</u>	<u>Contents</u>
	Segment Identifier			TXP
	Separator			*
TXP01	Taxpayer Identification	AN	9	##### (NUMERIC ONLY - SEE PAGE 2)
	Separator			*
TXP02	Tax Type Code	ID	5	##### (NUMBERIC ONLY - SEE PAGE 2)
	Separator			*
TXP03	Tax Period End Date	DT	6	YYMMDD
	Separator			*
TXP04	Amount Type	ID	1	T
	Separator			*
TXP05	Amount	N2	10	\$\$\$\$\$\$\$cc (Prefill with zero)
	Separator			*
TXP06	Not Used			
	Separator			*
TXP07	Not Used			
	Separator			*
TXP08	Not Used			
	Separator			*
TXP09	Not Used			
	Separator			*
TXP10	Taxpayer Verification	AN	6	XXXXXX (NUMERIC ONLY-SEE PAGE 3)
	Terminator			\

Notes and Definitions:

1. **(TXP01) Taxpayer Identification:** NOTE: This field **MUST** be **strictly numeric**, **DO NOT** use the alpha character or the hyphen. Maximum field length is **nine** spaces. If the **eight** digit Withholding ID Number or the Transaction Privilege Tax(TPT) license number is used, it must be right justified in the field. If your program requires the entire field to be filled, add leading zeros to the **left** side of the field.

WITHHOLDING--this will be your eight (8) digit Arizona Withholding number.

CORPORATE --this will be your nine (9) digit Federal ID number.

TPT --this will be your eight (8) digit Arizona TPT license number.

2. (TXP02) Tax Type Code:

WITHHOLDING--use **011** followed by the **sequence number**. The sequence number is an optional two digit number indicating which payment this is for the quarter. (Example: The 3rd payment of the fourth quarter would be 01103). Each **quarter** the first payment will be 01, the second payment will be 02, etc. The purpose of using the sequence number is to assist you in tracking your payments. **If you do not wish to use the sequence number feature, please use 00 in that field.**

CORPORATE--use **021** for estimated payments followed by the **estimate quarter**. This will indicate which quarter the estimated payment is to be applied. It must be a two digit number, 01 through 04. (Example: The estimated payment for the 2nd quarter would be 02102).

TPT--use **041** followed by the **TPT liability month**. This will indicate what month the TPT payment is to be applied. It must be a two digit number, 01 through 12. (Example: The TPT payment for the liability for the month of January would be 04101).

TPT Estimated Payments--use **042** followed by 01. This will indicate this is the TPT estimated payment due in June.

NOTE: At this time, corporate estimated, withholding, and TPT payments are the only three payment types the Department of Revenue accepts electronically. **Withholding and corporate income payments with the return and corporate extension payments must continue to be paid with a check. Payments made for past due billings for corporate income, withholding, and TPT also must continue to be paid with a check.**

3. Tax Period End Date must be in YYMMDD format.

Withholding must be the **Quarter End Date**, not the payroll end date. The Arizona Department of Revenue computer system uses the **Quarter End Date** to determine the quarter the payment is to be applied to. It is the taxpayer's responsibility to specify which quarter the payment is to be applied to.

Corporate must be the **Fiscal Year End Date** the estimated payment will be claimed in.

TPT must be the **Month End Date** of the month of the liability that is being paid.

4. **Amount Type** is used to identify the type of amount the follows. At this time, the Department will accept tax payments only. The Code for Tax is "T".

5. **Amount Field** is strictly numeric with no decimal.
6. **Taxpayer Verification** is an optional field the taxpayer may use. If this field is not used the terminator may be placed directly after the Amount field. Arizona does not assign a verification number
7. Any field without a specific value or note reference in above table will be filled in by vendor or bank.

Example #1 WITHHOLDING

Taxpayer Identification Number: 99-000001 A
Payment Due Date: October 20, 1997 (The 2nd payment in the 4th quarter)
Payment Amount: \$33,000.11

The information listed above is formatted as follows:

TXP*099000001*01102*971231*T*3300011*****999999\
or
TXP*099000001*01102*971231*T*3300011\

Example #2 CORPORATE

Taxpayer Identification Number: 86-0000001
Payment Due Date: November 15, 1997 (1st quarter estimate)
Fiscal Year End: July 1998
Payment Amount: \$100,200.00

The information listed above is formatted as follows:

TXP*860000001*02101*980731*T*10020000*****ABCDE\
or
TXP*860000001*02101*980731*T*10020000\

Example #3 TPT

Taxpayer Identification Number: 07-123456 L
Liability Month (Through Date) January 31, 1998
Payment Due Date February 25, 1998 (Regular Monthly Payment)
Payment Amount \$123,456.78

The information listed above is formatted as follows:

TXP*007123456*04101*980131*T*12345678*****765431\
or
TXP*007123456*04101*980131*T*12345678\

Example # 4 TPT Estimated Payment

Taxpayer Identification Number: 10-987654 K

Payment Due Date June 25, 1998 (Annual Estimated Payment)

Payment Amount \$200,000.00

The information listed above is formatted as follows:

TXP*010987654*04201*980630*T*20000000*****ABCDEF\

or

TXP*010987654*04201*980630*T*20000000\

STATE RECEIVING ACCOUNT INFORMATION

Please Call the AZ Dept of Revenue EFT Unit for this information. You first must be registered for EFT Credit Method. (602)542-2040

Click [here](#) for the EFT Authorization Agreement Form